



# STATE OF IOWA

CHESTER J. CULVER, GOVERNOR  
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF NATURAL RESOURCES  
RICHARD A. LEOPOLD, DIRECTOR

**July 2007**

**Gail A. Kantak**  
**IDNR Fire Supervisor**  
2404 South Duff Ave.  
Ames, IA 50010

## **TO: FIRE PROTECTION AGENCIES IN IOWA**

### **RE: Volunteer Fire Assistance Program - Grant Rules**

Phone: 515/ 233-1161  
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Iowa has received our Fiscal Year **2007** Grant funds for the Volunteer Fire Assistance Program as authorized by the Cooperative Forestry Assistance Act of 1978. The main features of the program are:

1. Key objectives are saving lives and protecting property in rural areas.
2. Volunteer Fire Assistance Program will pay 50 percent of the cost (not to exceed a maximum of \$3500), with the local agencies also paying 50 percent. Local fire department funds **must** be available when the application is made. Local match funds may **not** be from a federal funding source.
3. **Applications Deadline: October 15, 2007.**
4. Allocated funds may only be used for equipment identified in the application form. Applications for purchases not identified within this application will not be eligible.
5. Priority will be given to: (1) applicants who have submitted Iowa Wildland Fire Reports during 2007, (2) acres of state land protected, (3) communities which have not received funds under this program in the previous funding period, (4) areas of greatest need.
6. The fire department must be registered with the State Fire Marshal's office and must file all incident reports in a timely manner.
7. Only communities under 10,000 population qualify.
8. All applications **must** be signed by the Fire Chief and the head of the local government agency (i.e., mayor, chairperson of the township trustees, or chairperson of the benefited fire district or fire agency).
9. All applications **must** complete and submit with the application an IRS Form W-9 :Federal Tax ID # (this may belong to the fire department or the city).
10. No applications for less than \$150 (\$75 matching funds) will be approved.
11. Expenditures made between **October 1, 2006, and June 30, 2008**, will qualify. **Projects must be completed by June 30, 2008. All requests for reimbursement must be submitted and postmarked by July 31, 2008.**

**All applications for funds** must be made on the enclosed form titled USFS Federal Financial Assistance — Volunteer Fire Assistance(VFA) Application 2007. See Specifications for approved items for assistance in completing your application, complete both sides of the application.

Applications and IRS W-9 Forms are also available at [www.iowadnr.com/forestry/fire.html](http://www.iowadnr.com/forestry/fire.html).

## **Iowa Wildland Fire Reporting Forms**

Iowa Wildland Fire Reporting Forms can be downloaded from [www.iowadnr.com/forestry/fire.html](http://www.iowadnr.com/forestry/fire.html) and either faxed to 515-233-1131 or e-mailed to [Gail.Kantak@dnr.state.ia.us](mailto:Gail.Kantak@dnr.state.ia.us). These reports are needed on any and all uncontrolled wildland area fires you respond to, and any prescribed or controlled wildland burns you assist with. "Wildland" is considered to be grass, pasture, field (corn, beans etc.), ditch, or timber. Without your assistance in reporting these fire events, our ability to support the fire service community with federal funds, training opportunities, valuable equipment and community awareness campaigns is terribly handicapped.

## **GSA Federal Purchasing System**

The General Services Administration (GSA) – Federal Supply Service offers wildfire protection equipment and supplies to federal, state and municipal fire agencies and other organizations who operate under formal agreements with the US Forest Service. GSA's objectives are to:

- Provide opportunities for advanced procurement
- Assist in the standardization of wildfire protection equipment and supplies
- Effect savings through consolidated purchasing
- Provide for the direct distribution of items to field units

The IDNR Forestry Bureau as an affiliate of the US Forest Service, through the initiation of a formal memorandum of agreement can assist fire departments in purchases of fire associated gear from the GSA Federal Supply Service. Visit their website at [www.GsaAdvantage.gov](http://www.GsaAdvantage.gov).

If you are interested in this opportunity, please contact me.

Sincerely,

Gail A. Kantak,  
IDNR Fire Supervisor  
Enclosures

**SEND COMPLETED APPLICATIONS and IRS W-9 FORMS TO:**

Gail Kantak, Fire Supervisor  
IDNR Forestry Bureau  
2404 South Duff Avenue  
Ames, Iowa 50010-8093  
(515) 233-1161

**APPLICATION DEADLINE: OCTOBER 15, 2007**